

**National Occupational Safety, Health and  
Environmental Compliance Committee (OSHECCOM) Meeting Minutes  
February 24, 2000**

The National OSHECCOM meeting was held at FAA Headquarters in Washington, DC, on February 24, 2000. The meeting was called to order by the Chair, Mike McNally.

**OPENING COMMENTS**

Mr. McNally's opening comments addressed his desire to raise the level of awareness of the committee and its mission to creatively resolve occupational safety, health, and environmental issues that impact the FAA nationally. Employee safety and health is an issue worth being passionate about, and we want to resolve problems in cost-effective ways. He thanked all of the members who were able to attend and participate. Mr. McNally also provided the Vice Chair, Ron Morgan, an opportunity to address the committee.

Mr. Morgan comments echoed those of Mr. McNally. In addition, he, like Mr. McNally, was thankful for high level support that continues from within the FAA and from the Unions.

**FEDERAL WORKER 2000 INITIATIVE UPDATE**

Victoria Hershiser introduced this presentation and identified Maryanne Solak as a co-presenter - it was broken into three parts: 1) background on the evolution of the Federal Worker 2000 Initiative; 2) update on the activities of the FAA Federal Worker 2000 committee; and 3) recommendations/next steps.

1. **Federal Worker 2000 Initiative Background** – The initiative was kicked off nationally by a July 2, 1999 Presidential Memo. The DOT, in Dec. 1999 through high level memoranda, adopted the three goals first identified in the presidential memo. The three goals are to:
  - Reduce overall occurrence of injury by 3% per year and improve timeliness of reporting to DOL by 5% per year
  - Reduce occurrences by 10 % per year at sites with the highest rates
  - Reduce the rate of lost production days by 2% per year
2. **Federal Worker 2000 Initiative FAA Status** – In response to the Presidential and DOT memoranda, FAA led by AHR and AEE developed and issued *The FAA Worker 2000 Implementation Plan*. This plan is a living document and contains a four-part approach (program management, training and education, claims processing, and prevention) including short and long term initiatives.

A committee was formed to flesh out the FAA plan. A series of telecons were held with the field and some union representatives to develop best practices and strategies that might be used to successfully carry out the plan.

3. **Federal Workers 2000 Initiative Next Steps/Recommendation** – There were three steps the committee decided that needed to be taken: (1) provide an informational package for OSHECCOM Chairs, RPMESs, ROSHMs, each Line of Business and Staff Office Regional Administrators, RFSs, union and OWCP contacts; (2) provide baseline data on injury rates to Regions and chargeback costs to LOBs; and (3) continue telecons to refine and implement the plan.

The discussion of Best Practices and Candidate Strategies outlined methods and opportunities that may serve to implement a successful plan. These ideas were ideas the current "committee" (those participating in the telecons) is considering and were provided to give the OSHECCOM an understanding about the sort of thinking being done by the committee.

**ACTIONS:**

- The OSHECCOM Chair and Vice-Chair agreed to sign a cover memo transmitting the Federal Worker 2000 Initiative information package to the field.
- The OSHECCOM was asked to:
  - formally endorse the Federal Worker 2000 Initiative
  - have each LOB designate an OSH POC to actively participate in the further development and implementation of the FAA plan
- The Federal Worker 2000 Initiative workgroup will be expanded to include representatives of all Nationally recognized unions on future telecons and other committee meetings. The workgroup will provide a clear definition of what each subcommittee does.

**SAFETY PROGRAM SUPPORT IN LINES OF BUSINESS**

Tom Holloway presented this issue paper, which originated in the Western Pacific Region, and was expanded to National scope through collaboration between AEE and AWP. The bases for the issue are: a June 22, 1998 memo from the Administrator entitled "Occupational Safety and Health and Environmental Compliance Committee;" and Order 3900.19B, FAA Occupational Health and Safety Program.

These two documents require that: operational funding for safety and health be included in the annual budgets; adequate funding and resources be requested to comply with applicable OSH policies and regulations; and each LOB designate a POC to coordinate OSH issues with ANS and to assist with the implementation of the OSH program.

Currently, only AAF, AAT and AAM have requested funding through the budget process. ATS, ACR, and AHR are the only LOBs that had identified a POC.

The presentation focused on injuries in one region (AWP) for one job series (Aviation Safety Inspectors) as an example of a widespread condition which recurs across the FAA. Analyzing 15 accidents with direct costs of over 1/2 Million dollars, priority needs were identified for communication headsets, hearing protection, weather gear, first aid/emergency roadside kits, and safety shoes were identified as priority needs.

**ACTIONS:**

- Each LOB to identify a POC for OSH issues
- Each LOB include OSH requirements in their OPS budget requests
- Each LOB identify and provide fenced funding to the regional divisions to address OSH responsibilities

**TRAINING FOR OSHECCOM MEMBERS**

Cheryl Mazzella presented an update on the status of the training package for OSHECCOM members. The issue of providing training to all national and regional OSHECCOM members

was originally raised in July 1998. ANS developed a training package based on the Charter requirements and 29 CFR 1960.

Later in 1998, at an OSHECCOM meeting, it was determined that a 30-day extension for review of the package was necessary. By the end of the extended comment period, no written comment had been received. ANS concluded that the training package was agreeable to all parties. However, the training package was not yet distributed. ANS and AFZ are currently in the process of making the training package into a formal course with a course number.

Concerns were raised about the audience and level of detail provided by this training package. It was clarified that the current training package is to be taught by a safety professional and will provide committee members with the awareness they need to serve as committee members (including familiarization with the requirements of 29 CFR 1960). It is not intended to make them safety inspectors. The training can be supplemented at the local level to tailor it to the specific needs of different localities (e.g., different climates).

#### **ACTIONS:**

- ANS is to reconvene the original OSHECCOM Member Training subcommittee to address potential field level training needs
- Add an agenda item for a future meeting on uniform local training for OSHECCOM members. (This will include a list of expectations for how the Regions will modify the training and ensure that field OSHECCOM members, who implement the recommendations and decisions they make, have proper training.)

#### **FUTURE MEETING**

The next meeting was scheduled for June 8, 2000, at FAA Headquarters. Suggested agenda items should be sent to Michael Thomas.

#### **CONCLUDING COMMENTS**

Mr. McNally again thanked the members for their participation. He reiterated his desire to raise the level of awareness of the committee to creatively resolve occupational safety, health, and environmental issues.

#### **HANDOUTS**

Meeting Notebook: OSHECCOM February 2000.

Briefing: Federal Worker 2000 Initiative Update

Briefing: Safety Program in Lines of Business

#### **SUMMARY OF ACTION ITEMS**

##### **Federal Worker 2000 Initiative Update**

- The OSHECCOM Chair and Vice-Chair agreed to sign a cover memo transmitting the Federal Worker 2000 Initiative information package to the field.
- The OSHECCOM was asked to:
  - formally endorse the Federal Worker 2000 Initiative
  - have each LOB designate an OSH POC to actively participate in the further development and implementation of the FAA plan

- The Federal Worker 2000 Initiative workgroup will be expanded to include representatives of all Nationally recognized unions on future telecons and other committee meetings. The workgroup will provide a clear definition of what each subcommittee does.

#### **Safety Program Support in Lines of Business**

- Each LOB to identify a POC for OSH issues (Note: a memo has been prepared that includes a May 15, 2000 deadline)
- Each LOB include OSH requirements in their OPS budget requests
- Each LOB identify and provide fenced funding to the regional divisions to address OSH responsibilities

#### **Training for OSHECCOM Members**

- ANS is to reconvene the original OSHECCOM Member Training subcommittee to address potential field level training needs
- Add an agenda item for a future meeting on uniform local training for OSHECCOM members. (This will include a list of expectations for how the Regions will modify the training and ensure that field OSHECCOM members, who implement the recommendations and decisions they make, have proper training.)